
RESIDENTIAL HOUSING DEVELOPMENT INCENTIVE POLICY

1. INTENT

Council is committed to encouraging economic development within its local government area.

Increasing housing stock within Cook Shire has the potential to:

- a) create new jobs and investment; and
- b) generate growth and improve the sustainability of the local economy.

The intention of this Policy is to incentivise residential development by introducing:

- a) a reduction in infrastructure charges payable for Multiple Dwelling and Dual Occupancy developments; and
- b) general rates relief for new owner-occupied Single Dwellings built on vacant land.

2. SCOPE

Subject to the Eligibility Criteria in this Policy being satisfied:-

- a) the Infrastructure Charges Reduction Incentive applies to approved Multiple Dwelling and Dual Occupancy developments that are Completed (Building work) within a two (2) year period from notification of approval under the Policy, in those parts of Cook Shire where water and wastewater infrastructure currently exists;
- b) the General Rates Relief Incentive applies to new owner-occupied Single Dwellings on vacant land in Cook Shire that are Completed (Building work) within a two (2) year period from notification of approval under the Policy.

Document Number:	D24/48231	<u>CONTROLLED DOCUMENT</u> This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 1 of 7
Authorised By:	Council Resolution 2024247		
Original Issue Date:	July 2023		
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Review Date:	30 July 2025		
Current Version:	2.0		

3. DEFINITIONS

TERM	DEFINITION
Building Work	Means Building Work as defined in the <i>Building Act 1975</i> and <i>Planning Act 2016</i> .
Completed (Building work)	Means when the Form 21 Final Inspection Certificate for the building work is given under the <i>Building Act 1975</i> .
Council	Means Cook Shire Council or its delegate.
Dual Occupancy	Means a residential use of premises for 2 households involving 2 dwellings (whether attached or detached) on separate lots that share a common property.
Eligible Development	Means development that meets the Eligibility Criteria specified in Part 4.
General Rates Relief Incentive	Means the waiver amount for the General Rates Relief Incentive specified in Part 5.
Infrastructure Charges Notice	Means an Infrastructure Charges Notice as defined in the <i>Planning Act 2016</i> .
Infrastructure Charges Reduction Incentive	Means the waiver amount for the Infrastructure Charges Relief Incentive specified in Part 5.
Material Change of Use	Means a Material Change of Use as defined in the <i>Planning Act 2016</i> .
Maximum Cumulative Value of Incentives	Means the amount of \$250,000 (GST exempt), representing the maximum cumulative value of incentives available to be approved by Council under this Policy.
Multiple Dwelling	Means a residential use of premises involving 3 or more dwellings, whether attached or detached, for separate households.
Planning Scheme	Means Cook Shire Council Planning Scheme 2017(V2.0).
Policy	Means this Cook Shire Council Residential Housing Development Incentive Policy.
Single Dwelling	Means a single dwelling house for a single household built on land that is vacant.

Document Number:	D24/48231	<p>CONTROLLED DOCUMENT</p> <p>This electronic document is guaranteed as the most current. DO NOT COPY.</p> <p>Unauthorised hard copies of this document are prohibited.</p>	Page 2 of 7
Authorised By:	Council Resolution 2024/247		
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4. POLICY STATEMENT

This Policy outlines the incentives that are available and establishes the Eligibility Criteria according to the type of development within Cook Shire.

Incentives

The Maximum Cumulative Value of Incentives to be granted by Council pursuant to this Policy is \$250,000 (GST exempt).

The Policy allows for a waiver of the infrastructure charges payable for Multiple Dwelling and Dual Occupancy developments that satisfy the Eligibility Criteria. The maximum infrastructure charges reduction incentive allowed for a qualifying Multiple Dwelling or Dual Occupancy development is \$35,000 per development application (GST exempt).

The Policy allows for a twelve (12) month general rates relief for a Single Dwelling constructed on vacant land that will be owner occupied on completion. The maximum value of rates relief incentive allowed for a qualifying Single Dwelling is \$10,000 per property (GST exempt).

The incentives will be available on a first in, first served basis and will no longer be available once the Maximum Cumulative Value of Incentives has been fully allocated by Council.

The incentive cannot be reserved and is accessed upon Council approval of an application for waiver under Part 6.

Approved waivers will be applied to the infrastructure charges payable for developments according to Infrastructure Charges Notices issued by Council, at the time of payment of the charge under the Notice.

The Infrastructure Charges Reduction Incentive programs under this Policy does not otherwise replace the function or application of Council's Adopted Charges Resolution (No. 2) 2018.

Eligibility Criteria

- a) The Policy Period has effect from 1 August 2023 to 30 July 2025, or until the Maximum Cumulative Value of Incentives has been fully allocated, if that occurs earlier than 30 July 2025.
- b) Development seeking to access the Infrastructure Charges Reduction Incentive must be for new Multiple Dwelling and Dual Occupancy uses.
- c) Development seeking to access the General Rates Relief Incentive must be for a new Single Dwelling on vacant land. New Single Dwellings must be occupied by the owner of the land on completion and for a period of twelve (12) months following the approval of any waiver.
- d) A building permit is required for all development.
- e) Approval of access to the incentives under this Policy is at the sole discretion of Council or its delegate. There are no appeals or negotiated decisions available under this Policy.

Document Number:	D24/48231	<u>CONTROLLED DOCUMENT</u> This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 3 of 7
Authorised By:	Council Resolution 2024/247		
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- f) Developments must not be by or on behalf of any level of government department or agency, or any government owned corporation.
- g) Developments must not be from a person or entity that has an outstanding debt to Council at the time of the application.
- h) Developments must be either approved on or after commencement of the Policy or approved, but not commenced, prior to commencement of this Policy.
- i) Developments must be Completed (Building Work) within a two (2) year period from the date of written notification of approval by Council under this Policy. Development will be considered completed upon the issue of final inspection certificate, Form 21.
- j) Building work must comply with all conditions stated in a development approval for building work and any development approved material change of use for the development.
- k) For Multi Dwelling and Dual Occupancy developments, an applicant must demonstrate, to Council's satisfaction, that the developments have access to water and wastewater infrastructure, without the need for further water and wastewater infrastructure to be constructed by Council. Please refer to the links provided below for assisting information:

<https://www.cook.qld.gov.au/services/water/cook-shire-water-serviced-area-maps>

<https://www.cook.qld.gov.au/services/water/cooktown-and-coen-wastewater-serviced-area-maps>

- l) The incentive programs available under this Policy is not available to applicants who have previously entered into an infrastructure agreement with Council for the development made under the *Planning Act 2016*.

5. WAIVER AMOUNT

Infrastructure Charges Relief Incentive

Council may approve a waiver of up to the maximum value of \$35,000 (GST exempt) of the infrastructure charges payable for Multiple Dwelling and Dual Occupancy developments that satisfy the Eligibility Criteria.

The maximum waiver amount that can be approved for each qualifying Multiple Dwelling or Dual Occupancy development is \$35,000 (GST exempt) per development application.

Document Number:	D24/48231	<p>CONTROLLED DOCUMENT</p> <p>This electronic document is guaranteed as the most current. DO NOT COPY.</p> <p>Unauthorised hard copies of this document are prohibited.</p>	Page 4 of 7
Authorised By:	Council Resolution 2024/247		
Original Issue Date:	July 2023		
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General Rates Relief Incentive

Council may approve general rates relief of up to a maximum value of \$10,000 for a period of 12 months for a new owner-occupied Single Dwelling constructed on vacant land that satisfies the Eligibility Criteria.

The maximum value of the waiver that can be approved for each qualifying Single Dwelling is \$10,000 (GST exempt) per property.

The waiver is for general rates only and does not include other levies such as water and wastewater.

6. APPLICATION FOR WAIVER

Applications for a waiver under this Policy are to be made to Council using the application form <https://www.cook.qld.gov.au/council/council-forms/residential-housing-development-incentive/> on Cook Shire Council website.

To be accepted as properly made, the application for waiver must:

- a) include all the information required in the form and demonstrate compliance with the Eligibility Criteria in Part 4, to the extent it applies to the application; and
- b) be lodged with Council at the time of lodging the first building permit for the development.

After considering and deciding to either approve or refuse a properly made application, Council will notify the applicant of its decision in writing.

Where an application is refused, the usual infrastructure charges or rates for the development will apply.

KEY RESPONSIBILITIES

RESPONSIBLE OFFICER	RESPONSIBILITY
Chief Operating Officer	Review of applications for fee waivers and rate relief.
CEO	Delegated Authority

Document Number:	D24/48231	CONTROLLED DOCUMENT This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 5 of 7
Authorised By:	Council Resolution 2024/247		
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REFERENCES, LEGISLATION AND GUIDELINES

Local Government Act 2009 (QLD)

Local Government Regulation 2012 (QLD)

Planning Act 2016 (QLD)

Planning Regulation 2017 (QLD)

Cook Shire Planning Scheme 2017 V2

Adopted Charges Resolution (No. 2) 2018

RELATED DOCUMENTS

Relevant maps

Application Form

IMPLEMENTATION/COMMUNICATION

Directorate of Growth and Liveability

APPROVED BY

Council Resolution 2024/247

REVIEW

SPONSOR:	Chief Operating Officer
OFFICER RESPONSIBLE FOR REVIEW:	It is the responsibility of the Chief Operating Officer to monitor the adequacy of this Policy and recommend appropriate changes. This Policy will be formally reviewed every year or as required by Council.
ADOPTION DATE:	26 November 2024
REVIEW DATE:	July 2025

Document Number:	D24/48231	CONTROLLED DOCUMENT This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 6 of 7
Authorised By:	Council Resolution 2024/247		
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THIS POLICY IS TO REMAIN IN FORCE UNTIL THE EARLIEST OF THE FOLLOWING:

- 30 JULY 2025;
- ONCE THE MAXIMUM CUMULATIVE VALUE OF INCENTIVES HAS BEEN FULLY ALLOCATED; OR
- WHEN THE POLICY IS AMENDED OR REPEALED BY COUNCIL RESOLUTION.

AMENDMENT HISTORY

VERSION	AMENDMENT DETAILS	AMENDMENT DATE	APPROVAL
1.0	New Policy	27 June 2023	Council Resolution 2023/139
2.0	Update department names and staff titles	26 November 2024	Council resolution 2024/247

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Authorised By:	Council Resolution 2024247		
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